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ABSTRACT

This ERIC digest contains information regarding finding videotapes, audiotapes, CD-ROMs, computer software, and other nonprint materials about and/or for use in adult, career, and vocational education. Discussed first are the benefits of networking. Resource centers, curriculum coordination centers, and libraries are discussed in terms of their potential as sources of nonprint materials. Forty-two producers of nonprint materials and publishers of directories and reviews of nonprint materials are listed along with their addresses, phone numbers, and the types of materials they produce and the aspects of adult, career, and vocational education covered in the materials. Concluding the digest is an annotated bibliography of six publications that list, discuss, and/or review nonprint materials in the fields of adult, career, and vocational education and that part of the ERIC database which is available through the ERIC Document Reproduction Service. (MN)

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**Locating Nonprint Materials in Adult,
Career, and Vocational Education
ERIC Digest No. 153**

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by Judith O. Wagner

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The ERIC database contains much information about nonprint educational materials. However, it does not have catalog or directory information or list specific products except as they are mentioned in documents or journal articles. This *ERIC Digest* provides information on how to find videotapes, audiotapes, CD-ROMs, computer software, and other nonprint materials in the areas of adult, career, and vocational education. This is by no means intended to be a complete list of all agencies and companies who offer these materials; rather it is a place to start your search.

Networking

One excellent way to learn about the availability of nonprint materials is word of mouth. Whether you are talking to a colleague, the manager of your local computer store, a presenter at a conference, or those on the Internet, networking works. In fact, several of the sources listed in this *ERIC Digest* came as a result of a request that was put up on two Internet listservs, VOCNET (vocnet@cmsa.berkeley.edu) and AEDNET (aednet@alpha.acast.nova.edu). Personal contacts are a primary source of information. All you have to do is ask!

The following list includes producers of nonprint materials as well as publishers of directories and reviews of those materials.

ABC-CLIO, Inc.
130 Cremona Drive
Santa Barbara, CA 93117
(805) 968-1911
Quarterly review of videos

American Media, Inc.
1454 30th Street
West Des Moines, IA 50265-1390
(800) 262-2557; FAX (515) 224-0256
Supervising, training, interviewing, stress management

American Vocational Association
1410 King Street, Department 993
Alexandria, VA 22314
(800) 826-9972 ext. 317; FAX (703) 683-7424
Tech prep, personal improvement

Applied Technetronics
PO Box 146
Cygnet, OH 43413
(419) 655-3456
Apprenticeship

BNA Communications
9439 Key West Avenue
Rockville, MD 20850-3396
(800) 233-6067; FAX (301) 948-2085
Training, equal employment, work force diversity

R. R. Bowker
121 Chanton Road
New Providence, NJ 07974
(908) 464-6800
Directories of videotapes and audiocassettes that include descriptions and subject indexes

Cambridge Vocational and Technical
PO Box 2153, Department VO9
Charleston, WV 25328-2153
(800) 468-4227
Career information, tech prep, integrated skills, vocational areas

Center on Education and Work
Publications Unit, Department A
University of Wisconsin
964 Educational Sciences Building
Madison, WI 53706
(800) 446-0399; FAX (608) 262-9197
School-to-work transition, career search, employability, occupational clusters, job search skills

CFKR Career Materials
11860 Kemper Road Unit 7
Auburn, CA 95603
(800) 525-5626; FAX (916) 889-0433
Career interest inventory, career exploration, tech prep, vocational competencies, occupational groups, job search skills, elementary through adult

Chronicle Guidance Publications Inc.
PO Box 1190
Moravia, NY 13118-1190
(800) 622-7284; FAX (315) 497-3359
Career awareness, career exploration, career decision making, job seeking, professional development

Curriculum and Instructional Materials Center
1500 West Seventh Avenue
Stillwater, OK 74074-4364
(800) 654-4502; FAX (405) 743-5154
Agricultural education; teaching methods for adults, emergency medical technicians, home economics, job interviewing, auto body, machine shop, cosmetology, carpentry

Curriculum Associates Inc.
5 Esquire Road
North Billerica, MA 01862-2589
(800) 225-0248; FAX (508) 667-5706
Adult and vocational materials on life skills, employability, basic skills, test taking, parenting, reading/language arts, problem solving/math

DBM
100 Park Avenue
New York, NY 10017
(800) 345-5627; FAX (212) 867-5499
Job search skills, networking, stress management, workplace communication

Educators Progress Service, Inc.
214 Center Street
Randolph, WI 53956
(414) 326-3126
Guide to free guidance materials

Finney Company
3943 Meadowbrook Road
Minneapolis, MN 55426-4505
(800) 846-7027; FAX (612) 938-7353
Career development, work skills development, placement, career information

Gale Research
835 Penobscot Building
Detroit, MI 48226-4094
(800) 374-GALE; FAX (800) 339-3374
Source book of videos, directories of research and information centers

Glencoe
Macmillan/McGraw Hill
PO Box 543
Blacklick, OH 43004-0543
(800) 334-7344; FAX (614) 860-1877
Adult learning, ESL, GED, workplace literacy

Greystone Educational Materials
PO Box 529
Stillwater, MN 55082 or

PO Box 2027
Dublin, CA 94568
(800) 733-0671; FAX (612) 430-2732
Applied vocational math, tech prep, correctional education, job search skills, career exploration, adults in transition

Impact Publications
9104-N Manassas Drive
Manassas Park, VA 22111-5211
(703) 361-7300; FAX (703) 335-9486
Career action series, career planning, job search skills

Resource Centers and Libraries

State and regional resource centers and local teacher centers often have samples of materials that can be borrowed and previewed before they are purchased and may loan materials for a limited period of time. For example, the Center on Education and Training for Employment has collections of material on tech prep and on equity that can be borrowed by teachers within the state of Ohio. Other centers have similar collections. Your state department of education has information about the vocational education and literacy resource centers in your state.

The Curriculum Coordination Centers (CCCs) are excellent sources of information about vocational education materials. They have large collections of print and nonprint materials that are available for loan to those within their region. Check first with your state department of education or state vocational education resource center who may refer you to your CCC. The CCCs and states that they serve are listed here.

Most public and university libraries have a variety of directories of commercially produced educational materials—print and nonprint. They also have journals that review those materials and directories of producers and publishers. Many libraries have collections of educational audiotapes and videotapes that can be borrowed.

Literacy Volunteers of America
5795 Widewaters Parkway
Syracuse, NY 13214
(800) LVA-8812; FAX (315) 445-8006
Literacy and ESL tutor training, life skills, adult readers, family literacy

Meridian Education Corporation
236 East Front Street, Department CG-94
Bloomington, IL 61701
(800) 727-5507; FAX (309) 829-8621
Career exploration and planning, tech prep, preparation for work

Mid-America Vocational Curriculum Consortium
1500 West Seventh Avenue
Stillwater, OK 74074-4364
(800) 654-3988; FAX (405) 743-5154
Professional development, electronics, small engine repair, diesel fundamentals, drafting, surgical technician, technology education

National Center for Research in Vocational Education
Materials Distribution Service
Western Illinois University
46 Horrabin Hall
Macomb, IL 61455
(800) 637-7652
Vocational education performance standards, curriculum, tech prep, integration, vocational education and restructuring

National Staff Development Council
PO Box 240
Oxford, OH 45056
(800) 727-7288; FAX (513) 523-0638
School improvement, staff development, cognitive development, multiple intelligences, change strategies, instructional improvement

New Readers Press
PO Box 888, Department AS94
Syracuse, NY 13210-0888
(800) 448-8878; FAX (315) 422-5561
ESL, reading, math, training, workplace literacy, family literacy, life skills for adults

Phi Delta Kappa
408 N Union
PO Box 789
Bloomington, IN 47402-0789
(800) 766-1156; FAX (812) 339-0018
Professional development, teacher effectiveness, National Education Goals, motivation

Phillip Roy
PO Box 130
Indian Rocks Beach, FL 34635
(800) 255-9085; (813) 593-2700; FAX (813) 595-2685
ABE, GED, tech prep, literacy, JTPA, transition, vocational education

Plexus Publishing, Inc.
143 Old Marlton Pike
Medford, NJ 08055
Guide to educational materials on audiocassette and compact disk

Ready Reference Press
PO Box 5249
Santa Monica, CA 90409
(800) 424-5627; FAX (310) 475-4895
Self-esteem, study skills, leadership, decision making, career information, job search skills, test preparation, parenting

Shopware Educational Systems
101 Hill Road, Department KL-5
Aberdeen, WA 98520-7302
(800) 487-3392; FAX (800) 900-5172
Tech prep, technology education, agricultural education, health occupations, business education, home economics, cosmetology

Talico Incorporated
2328 South Third Street #5
Jacksonville Beach, FL 32250
(904) 241-1721
Management training, supervisory skills test, TQM, building work teams, training

VAP Foundation
23 Meadow Drive
Camp Hill, PA 17011-8331
(717) 761-3381; FAX (717) 761-5811
Tech prep, technical training, school-to-work, integration, career choices

Vocational Instructional Materials Laboratory
Center on Education and Training for Employment
1900 Kenny Road
Columbus, OH 43210-1090
(800) 848-4815; FAX (614) 292-1260
Competency profiles, drop-out prediction scale, linkages, entrepreneurship

Wisconsin Career Information System
1078 Educational Services Unit I
1025 West Johnson Street
Madison, WI 53706
(800) 442-4612; FAX (608) 262-9197
Career information, job skills, financial aid, employability

V-TECS
1866 Southern Lane
Decatur, GA 30033
(800) 248-7701 ext. 543
Criterion-referenced test item banks, task lists, performance elements, enabling competencies

National Network for Curriculum Coordination in Vocational-Technical Education

East Central CCC
Sangamon State University
Shepherd Road
Springfield, IL 62794-9243
(217) 786-6173
DE, DC, IL, IN, MD, MI, MN, OH, PA, VA, WV, WI

Midwest CCC
Oklahoma Department of Vocational and Technical Education
1500 West Seventh Avenue
Stillwater, OK 74074-4364
(405) 743-5423
AR, IA, KS, LA, MO, NE, NM, OK, TX

Northeast CCC
NJ Department of Education
Crest Way
Aberdeen, NJ 07747
(908) 290-1900
CT, ME, MA, NH, NJ, NY, PR, RI, VT, VI

Northwest CCC
Clover Park Technical College
4500 Steilacoom Blvd., Bldg. 15
Tacoma, WA 98499-4098
(206) 589-5764
AK, CO, ID, MT, ND, OR, SD, UT, WA, WY

Southeast CCC
Mississippi State University
PO Drawer DX
Mississippi State, MS 39762
(601) 325-2510
AL, FL, GA, KY, MS, NC, SC, TN

Western CCC
University of Hawaii
1776 University Hall, Wist Hall 216
Honolulu, HI 96844-0001
(808) 956-7834
AS, AZ, CA, FM, GU, HI, NV, MP, Palau, MH

Charters, A. N., and Abbott, G., comps. *Adult Education Sound and Video Recordings—E. S. Bird Library*. Syracuse, NY: Publications Program in Continuing Education, Syracuse University, 1992 (ED 351 446). Lists items from the sound and video recording collection at the Bird Library at Syracuse University in the areas of adult and continuing education. Includes title, author, source, and running time.

Dyrenfurth, M. J., and Miller, F. M. "Media Use in Vocational/Technical Education: An Ongoing Evolution." *Media and Methods* 21, no. 2 (October 1994) 8, 10-11, 13. Discusses vocational education in the United States today and describes media applications and potential applications. Provides an overview of media-related agencies and suggested change strategies for increasing media use.

Leach, L. N., and Harmon, A. S. *Annotated Bibliography on Transition from School to Work. Volume 6*. Champaign: University of Illinois, 1991 (ED 342 195). Documents literature in the field of transition from school to work for individuals with disabilities. Covers job accommodations, assessment techniques, barriers, career development, community integration, curriculum, individualized transition plans, interagency cooperation, parent involvement, and supported employment.

Lewis, M. W. *Emerging Uses of Computers for Education: An Overview of Tools and Issues for Vocational Educators*. Berkeley: National Center for Research in Vocational Education, 1992 (ED 350 390). Includes project reports, software reviews, and developments in computer-based education, their applications to vocational education, and barriers to their use. Describes the strengths and weaknesses of existing computer-

assisted instruction and presents an overview of optical disc technologies. Includes an evaluation of computer-based tools and a summary of selected literature.

O'Connor, P. J. *The Identification and Acquisition of Textbooks and Related Materials to Facilitate the Integration of Applied Academic Skills in Vocational Programs*. Athens: Ohio University, 1991 (ED 346 298). Identifies materials that are currently available to vocational teachers for integrating math, science, or language arts into the vocational curriculum. Contains over 100 citations of textbooks, videos, and computer software.

Resource Guide for the Blueprint for Career Preparation. A Listing of Career Development Books, Software, Kits, and Materials. Tallahassee: Division of Vocational, Adult, and Community Education, Florida Department of Education, 1990 (ED 332 009). A list of 327 career development materials developed in 1984 or later, including title, publication date, author, availability, general characteristics, content description, format, cost, audience, grade level, special population, and competency area.

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